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18 August 1982

MEMORANDUM FOR: Director of Personnel

VIA: C/CMS/DDO
C/Personnel/DDI
C/Personnel/DDS&T
CMO/DDA

FROM:

Chief, OP Career Training Staff

STAT

SUBJECT: Raising the Base Grade for Career Trainees

1. This is to propose that the base grade for Career Trainees be raised from the present GS-07 to GS-11 level to a GS-07/5 to GS-11/5 level, with all other particulars of our grade/salary assignment criteria for CT externals and internals remaining as before.

2. This proposal will provide a base grade salary increase for CTs of between \$2,100 and \$3,100 more than is presently being offered and may help the program attract a greater number of applicants.

3. Attached, for your information, is a copy of the "CTP grade/salary assignment criteria" as it will be revised if you approve the above proposal. As heretofore, the grade/salary criteria will apply to qualified internal applicants for the CTP as well as external applicants. We would plan to make this effective for those CTs who EOD in October 1982.

4. In the interest of providing additional financial incentive for CTs presently in the program, we propose:

a. For CTs who entered the program below GS-11:

October 1981 Class -- would receive a one-step grade adjustment at the time they receive their non-competitive promotion upon successfully completing the program

January 1982 Class -- two step increase with their promotion

April 1982 Class -- three-step increase with their promotion

July 1982 Class -- four-step increase with their promotion as training is completed.

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b. For CTs who entered the program at GS-11, in addition to receiving a one-step increase upon satisfactorily completing the program (the policy was implemented in January 1982), those entering with the

January 1982 Class -- would receive an extra
2 steps

April 1982 Class -- 3 steps

July 1982 Class -- 4 steps, as training is completed.

STAT

Attachment:
As Stated

APPROVED:

/s/ James N. Glerus

Director of Personnel

9 SEP 1982

Date

Distribution:

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